

Message

From: Pachnowski, Maya [Pachnowski.Maya@epa.gov]
Sent: 11/14/2022 6:59:38 PM
To: Thomas, Russell [Thomas.Russell@epa.gov]
CC: Sams, Reeder [Sams.Reeder@epa.gov]; Adkins, Norman [adkins.norman@epa.gov]
Subject: RE: ROM for CompTox Database Administration as a Service

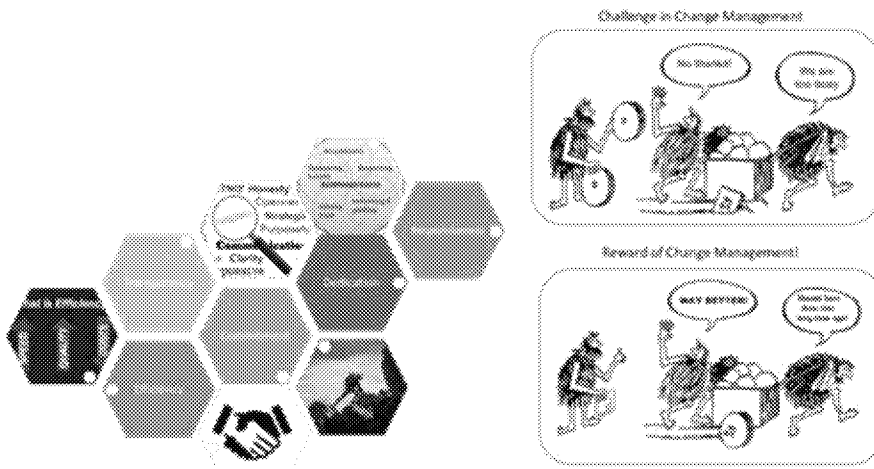
Rusty,

I can walk you through the interim FY 23 SCDCD corporate budget tomorrow morning at our check in at 9:30am

Thanks!

Maya Pachnowski (she/her/hers)
Associate Director
Scientific Computing and Data Curation Division (SCDCD)
Center for Computational Toxicology and Exposure
Alternative Work Site Phone: 919-475-5991
Work Phone: 919-541-1090

SCDCD's Core Values:



From: Adkins, Norman <adkins.norman@epa.gov>
Sent: Monday, November 14, 2022 1:37 PM
To: Thomas, Russell <Thomas.Russell@epa.gov>
Cc: Sams, Reeder <Sams.Reeder@epa.gov>; Pachnowski, Maya <Pachnowski.Maya@epa.gov>
Subject: RE: ROM for CompTox Database Administration as a Service

Hi Rusty,

I started looking into managed service options prior to knowing of Galen's departure. This type of support is a best practice in the industry because it allows your dedicated DBA staff to focus on more proactive activities such as managing and changing the Data architecture, migration to new technologies, partner with developers and PIs to forecast infrastructure needs, etc. The need became more of a higher priority once Galen left

Most industry options were either centered around specific technologies (requires multiple vendors), required the use of their own cloud (requires ATO), or required installation of unnecessary software (complexity introduced). Because of

this, Amar had spoken to GDIT about whether this is a service they can provide as an internal EPA option. That is where the conversation started to gain more traction.

With regard to the budget, I did discuss this with Amar after we were able to bring on a DBA and he said he was taking care of that, but that was also before we had an official estimate. I am not sure if Maya can provide more context on this. From where I sit now, I would have been surprised if there was budget for it as I assumed SysAdmin, the DBA contractor, and I am guessing the DevOps contractor would be coming from corporate dollars. However, I defer to Maya as there may have been other sources.

With regard to the positions, this service was to be in addition to the DBA contractor and Data Engineers. This service is a team of professionals who would be capable to step in to provide some DBA support when it was needed, routine or otherwise. It also helps the DBAs to outsource those low complexity tasks to focus more strategically, as alluded to above. The Data Engineers vs. DBAs are different positions. The prior is about movement and transformation of data vs. the latter focusing on managing the database systems and environments. The best analogy I can give is FedEx. You need people who ensure there are sufficient facilities, trucks, etc. and that they are monitored and serviced (DBA). You also need people to manage the package delivery process as not all come from the same location nor go to the same destination (Data Engineers).

I hope this helps.

Norman Adkins, CGFM, PMP
Chief, Data Management and Mining Branch
Office of Research and Development
Center for Computational Toxicology and Exposure
Office: (919) 541-0479
Cell: Ex. 6 Personal Privacy (PP)

From: Thomas, Russell <Thomas.Russell@epa.gov>
Sent: Thursday, November 10, 2022 8:56 AM
To: Adkins, Norman <adkins.norman@epa.gov>
Cc: Sams, Reeder <Sams.Reeder@epa.gov>; Pachnowski, Maya <Pachnowski.Maya@epa.gov>
Subject: RE: ROM for CompTox Database Administration as a Service

Norman,

It would probably be good to have a discussion on this. A couple follow-up questions:

- 1) Has this been incorporated into the division corporate budget already or are you asking for additional corporate funds to cover this?
- 2) If this contract is in addition to the DBA (and presumably the data engineer(s) we are hiring), what additional things will they be doing over and above what we would be doing with the DBA and data engineers that would justify the \$200K? I only recall having a brief conversation with Amar on this and I never did get an clear understanding.

Rusty

From: Adkins, Norman <adkins.norman@epa.gov>
Sent: Wednesday, November 9, 2022 4:41 PM
To: Thomas, Russell <Thomas.Russell@epa.gov>

Cc: Sams, Reeder <Sams.Reeder@epa.gov>; Pachnowski, Maya <Pachnowski.Maya@epa.gov>

Subject: RE: ROM for CompTox Database Administration as a Service

Hi Rusty,

Thanks for the follow-up. This was in addition to the DBA position. The goal, at the time, was to backfill the fed position, hire a contractor, and have a managed service to ensure full support and backup coverage for the Center's data, regardless of the technology. The hiring of a contractor was something attempted back in 2020 due to one fed managing all of the databases in the Center (a position we are currently faced with).

The cost is an estimate and I am fully expecting that the hours needed under this service will reduce as these positions are filled and our capability increases. Much of the time in this estimate is to get fully up to speed on the environments so that they are in a position to help provide support. They are also including the expectation that the need for support will be higher until we have the fed position backfilled.

I hope this helps.

Norman Adkins, CGFM, PMP
Chief, Data Management and Mining Branch
Office of Research and Development
Center for Computational Toxicology and Exposure
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Cell: Ex. 6 Personal Privacy (PP)

From: Thomas, Russell <Thomas.Russell@epa.gov>

Sent: Wednesday, November 9, 2022 3:36 PM

To: Adkins, Norman <adkins.norman@epa.gov>; Pachnowski, Maya <Pachnowski.Maya@epa.gov>

Cc: Sams, Reeder <Sams.Reeder@epa.gov>

Subject: RE: ROM for CompTox Database Administration as a Service

Norm,

If I recall correctly, when Amar first mentioned this I asked him two questions: 1) whether he would still need the DBA position or whether this was in lieu of the DBA position; and 2) is the first year cost going to be higher than outyear costs due to the need to get familiar with the system and get everything set up?

Do you have answers to these?

Rusty

From: Adkins, Norman <adkins.norman@epa.gov>

Sent: Wednesday, November 9, 2022 3:22 PM

To: Thomas, Russell <Thomas.Russell@epa.gov>; Pachnowski, Maya <Pachnowski.Maya@epa.gov>

Subject: FW: ROM for CompTox Database Administration as a Service

Importance: High

Good Afternoon,

Please see below. I don't know if the situation has changed on this in terms of funding. Thoughts?

@Thomas, Russell –In summary, this was an effort to have a backbone service, if you will, for the DBA function so that we could eliminate a single point of failure and provide proactive monitoring, expertise, and free up resource time to focus on larger scale projects such as migration to cloud. I am happy to provide more context. This has been in process for a while due to the need for them to evaluate our infrastructure, understand the requirements, agree on SLAs, and finalize cost estimates.

Norman Adkins, CGFM, PMP
Chief, Data Management and Mining Branch
Office of Research and Development
Center for Computational Toxicology and Exposure
Office: (919) 541-0479
Cell: Ex. 6 Personal Privacy (PP)

From: Almodovar, Andrew <Almodovar.Andrew@epa.gov>
Sent: Wednesday, November 9, 2022 2:39 PM
To: Adkins, Norman <adkins.norman@epa.gov>
Cc: Page, Alison <Page.Alison@epa.gov>; Astin, Rebecca <Astin.Rebecca@epa.gov>; Richards, Tim <Richards.Tim@epa.gov>; Knipes, Harlan <knipes.harlan@epa.gov>
Subject: RE: ROM for CompTox Database Administration as a Service
Importance: High

Norman,

Have you had an opportunity to check this ROM? Please provide your approval/disapproval. If you have any questions please let me know.

Thanks,

Andrew Almodóvar
IT Specialist (CustSprt)/TZ Billing Technical Manager
OMS/OITO/EHD/ADHPCB
U.S. Environmental Protection Agency
Research Triangle Park, NC
Phone# (office): 919-541-5756
EPA Cellphone# Ex. 6 Personal Privacy (PP) 3
Schedule: 7:00am – 3:30pm Mon.– Fri.

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From: Almodovar, Andrew
Sent: Thursday, October 27, 2022 10:40 AM
To: Adkins, Norman <adkins.norman@epa.gov>
Cc: Page, Alison <Page.Alison@epa.gov>; Astin, Rebecca <Astin.Rebecca@epa.gov>; Richards, Tim <Richards.Tim@epa.gov>; Knipes, Harlan <knipes.harlan@epa.gov>
Subject: ROM for CompTox Database Administration as a Service

Good morning Norman,

Please see the below details regarding the unofficial rough order of magnitude for your **CompTox Database Administration as a Service**. The FY23 registration code is **TBD**.

FY23 Support

The Contractor Team shall provide the following services:

- All tasks listed in the Statement of Work provided by the customer (*details will be included in the official estimate*)
- Work with customer to connect to database environments and become familiar with databases to provide support (assuming 60 hours for first 3 weeks for 3 DBAs to get familiar)
- Support the databases listed by the customer (*list will be included in the official estimate*)
 - Until customer DBA is hired (assuming 3 months):
 - Provide Full Time DBA support (40 hours per week)
 - After customer DBA is hired (assuming 8 months):
 - Provide Part-time DBA support (25 hours per week)
 - Provide backbone support to any existing customer DBA
 - Provide support to long-running efforts
 - Provide patching and upgrades as required and within the agreed upon timeframes
 - Thursdays after 4pm EST – planned in advance
 - Provide outage support as requested (*severity definitions and tables will be included in the official estimate*)
 - Outage requests will be authorized by one of the following:
 - Norman Adkins
 - Jim Renner
 - General requests will come from one of the following:
 - Norman Adkins: adkins.norman@epa.gov
 - Jim Renner: renner.james@epa.gov
 - ccte_scdcd@epa.gov (via Jira Tickets)
- Management Duties (assuming 20 hours/month for 3 months, 10 hours/month for 8 months):
 - Create and manage JIRA board for all tasking
 - Provide customers access to JIRA board for requesting new work
 - NOTE: Once CompTox JIRA environment is migrated into EPA's shared environment we can work with Atlassian Admins to merge or integrate boards
 - Act as main customer contact for reporting any issues that arise
 - Budget monitoring, burn rate communications, and estimate updates as needed

TOTAL FY23 Hours/Dollars ROM:

Labor Hours: 1,480

Labor Dollars: \$217,997

DISCLAIMER:

This is an unofficial rough order of magnitude. Once approved, an official FY23 estimate will be delivered for approval and a TZDB Registration ID will be created in eBusiness.

Sincerely,

Andrew Almodóvar
IT Specialist (CustSprt)/TZ Billing Technical Manager
OMS/OITO/EHD/ADHPCB
U.S. Environmental Protection Agency
Research Triangle Park, NC
Phone# (office): 919-541-5756

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Schedule: 7:00am – 3:30pm Mon.– Fri.

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